

Suggested Program Course List - Business Management - General Emphasis 1, Ashland, Fall 2019

Term	Class Nbr	Catalog	Course Title	Credits	Start Date	End Date	Location	Instructional Mode	Days of Week	Session	Start Time	End Time
1196	61753	10103106	◆MS PowerPoint	1	08/28/19	12/18/19	ASH	Flex	W	16W	3:30	6:20
1196	61715	10103125	◆MS Outlook	1	08/28/19	12/18/19	ASH	Flex	W	16W	3:30	6:20
1196	61729	10103146	◆MS Word A	1	08/28/19	12/18/19	ASH	Flex	W	16W	3:30	6:20
1196	61700	10104191	*Customer Service Management	3	08/28/19	12/18/19	ASH	ITV Blended	W	16W	12:00	1:20
1196	61658	10105100	Intro to Business	3	08/27/19	12/19/19	ASH	ITV	TR	16W	10:00	11:20
1196	61523	10804123	Math with Business Applications	3	08/27/19	12/19/19	ASH	Web Enhanced	TR	16W	8:30	9:50
1196	61405	10801136	English Composition 1	3	08/26/19	12/18/19	ASH	Web Enhanced	MW	16W	2:30	3:50
1196	61392	10801136	✦English Composition 1	3	08/26/19	12/18/19	ASH	Web Enhanced	MW	16W	2:30	3:50

✦ Requires co-enrollment with 99831900 Writing Essentials # 61597

Suggested Program Course List - Business Management - Marketing Emphasis 1, Ashland, Fall 2019

Term	Class Nbr	Catalog	Course Title	Credits	Start Date	End Date	Location	Instructional Mode	Days of Week	Session	Start Time	End Time
1196	61715	10103125	◆MS Outlook	1	08/28/19	12/18/19	ASH	Flex	W	16W	3:30	6:20
1196	61729	10103146	◆MS Word A	1	08/28/19	12/18/19	ASH	Flex	W	16W	3:30	6:20
1196	61700	10104191	*Customer Service Management	3	08/28/19	12/18/19	ASH	ITV Blended	W	16W	12:00	1:20
1196	61658	10105100	Intro to Business	3	08/27/19	12/19/19	ASH	ITV	TR	16W	10:00	11:20
1196	61523	10804123	Math with Business Applications	3	08/27/19	12/19/19	ASH	Web Enhanced	TR	16W	8:30	9:50
1196	61405	10801136	English Composition 1	3	08/26/19	12/18/19	ASH	Web Enhanced	MW	16W	2:30	3:50
1196	61392	10801136	✦English Composition 1	3	08/26/19	12/18/19	ASH	Web Enhanced	MW	16W	2:30	3:50

✦ Requires co-enrollment with 99831900 Writing Essentials # 61597

Suggested Program Course List - Business Management - General Emphasis 3, Ashland, Fall 2019

Term	Class Nbr	Catalog	Course Title	Credits	Start Date	End Date	Location	Instructional Mode	Days of Week	Session	Start Time	End Time
1196	61708	10101174	❖QuickBooks Accounting - Beginning	2	08/27/19	12/19/19	ASH	Your Choice	TR	16W	12:30	1:50
1196	61753	10103106	◆MS PowerPoint	1	08/28/19	12/18/19	ASH	Flex	W	16W	3:30	6:20
1196	61698	10104198	*Managing Human Resources	3	08/28/19	12/18/19	ASH	ITV Blended	W	16W	10:00	11:20
1196	61704	10105125	Business Law	3	08/26/19	12/19/19	ONLN	Online	M-F	16W	7:00	7:30
1196	61700	10104191	*Customer Service Management	3	08/28/19	12/18/19	ASH	ITV Blended	W	16W	12:00	1:20
1196	61709	10196188	*Project Management	3	08/27/19	12/17/19	ASH	ITV Blended	T	16W	2:00	3:20
1196	61457	10809195	Economics	3	08/27/19	12/19/19	ASH	ITV	TR	16W	10:00	11:20

Suggested Program Course List - Business Management - Marketing Emphasis 3, Ashland, Fall 2019

Term	Class Nbr	Catalog	Course Title	Credits	Start Date	End Date	Location	Instructional Mode	Days of Week	Session	Start Time	End Time
1196	61710	10104104	Selling Principles	3	08/26/19	12/20/19	ONLN	Online	M-F	16W	7:00	7:30
1196	61713	10104110	Technological Applications in Marketing	3	08/26/19	12/20/19	ONLN	Online	M-F	16W	7:00	7:30
1196	61714	10104189	Social Media Marketing	3	08/26/19	12/20/19	ONLN	Online	M-F	16W	7:00	7:30
1196	61704	10105125	Business Law	3	08/26/19	12/19/19	ONLN	Online	M-F	16W	7:00	7:30
1196	61700	10104191	*Customer Service Management	3	08/28/19	12/18/19	ASH	ITV Blended	W	16W	12:00	1:20
1196	61457	10809195	Economics	3	08/27/19	12/19/19	ASH	ITV	TR	16W	10:00	11:20

▲Session

16W - 16 Weeks

4W1 - 1st 4 weeks

4W2 - 2nd 4 weeks

4W3 - 3rd 4 weeks

4W4 - 4th 4 weeks

8W1 - 1st 8 weeks

8W2 - 2nd 8 weeks

12W1 - 1st 12 weeks

12W2 - 2nd 12 weeks

*This class requires a specific amount of time online in addition to regularly scheduled face to face classroom hours.

Online classes appear on your schedule from 7:00 to 7:30 a.m., but you are not required to log in at that time. Actual class participation is determined by you based on your schedule or as communicated by your instructor.

◆The Flex method of instruction allows the student to customize class hours within the operational hours of the lab and have an instructor present at set times to offer face-to-face help and guidance. Although there will be no large group lectures or presentations, students will be provided with a variety of learning tools. Students will work at their own pace while meeting assignment and exam due dates to ensure successful course completion. Students are not required to attend all scheduled class times; however, students are required to attend a course orientation before beginning the course.

❖This class is offered in the "Your Choice" format in which you may choose to attend class in person, complete the class online, or a combination of the two.

You can expect the following from the class:

- Class attendance is not required
- There are lectures from the instructor that will be uploaded to Blackboard for online viewing
- You will be responsible for work team collaboration throughout the course as scheduled
- Assignments are submitted online through Blackboard unless otherwise required by the instructor
- There are strict deadlines and assignment requirements
- Your instructor will support your efforts throughout your learning experience
- You determine your own level of success!

Please be advised that low enrollment class sections may be cancelled.

You will be contacted by Student Services with information on other class sections available in alternate formats.

[For the most up-to-date course listing, go to the WITC Homepage and click on 'Find a Class'](#)

[To view your curriculum checklist, click here](#)